

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, OCTOBER 17, 2017
4:30 PM
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, October 17, 2017 at 4:30 PM with Chairman, Robert Plunk presiding. Members present were Berwin Kock and Don Nielsen. Member(s) Bill Dyer and Andy Stewart was absent. Also present was General Manager, Bill Keefer; Attorney, Darren Cook; Public Works Director, Jack Bower; City Treasurer, Lisa Allred; Assistant General Manager, Debbie Bottoroff and City Clerk, Bonnie Buzzard.

ELECTION OF OFFICERS:

Chairman – Kock nominated Robert Plunk as Chairman. Seconded by Nielsen. AYE: Kock, Nielsen and Plunk. NAY: None. Nomination carried.

Vice-Chairman – Nielsen nominated Berwin Kock as Vice-Chairman. Seconded by Plunk. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

Nielsen made the motion to approve the minutes from the previous meeting. Seconded by Kock. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

Kock made the motion to approve the purchase order register. Seconded by Nielsen. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

Plunk opened the floor for discussion with respect to a presentation by the Oklahoma Rural Water Association in regards to water loss and other related programs. Richard Deshazo, of the Oklahoma Rural Water Association addressed the Board to reported that he has reviewed the water loss project thoroughly with Public Works Director, Jack Bower, Utility Superintendent, Derrick Douthit and their crews to conclude that there is really nothing more they can offer to assist them other than what they are currently doing themselves. Deshazo noted that they are doing everything that can possibly be done with the equipment they have in attempt to solve this problem. Deshazo encouraged the Board to strongly consider purchasing the additional necessary equipment needed in order for GMSA crews to better achieve their goal with the water loss. Deshazo expressed his sincere thanks to the Board and Staff for allowing him this opportunity to input on this project. No action was taken from the Board.

Plunk opened the floor for discussion with respect to approval of an Agreement with Steve and Sharon Durbin releasing a utility easement and granting a new utility easement for the relocation of GMSA utilities across the Durbin property. Keefer reported that the GMSA Staff has been approached by Durbin's requesting that an existing utility easement be relocated. Keefer noted that he visited with Attorney, Cook to discuss the legality of this project, and also visited with Bower to see of any possible future problems this might cause. Cook reported that he has visited with the property owners to learn that they are requesting this project to be done in conjunction with the moving of utilities that currently run across the middle of their property to the edge of the property. Cook added that the Durbin's has agreed to reimburse GMSA the \$4,300 referenced in document for the relocation. Kock made the motion to approve the Agreement with Steve & Sharon Durbin pertaining to the release of one utility easement and the granting of a new utility easement. Seconded by Nielsen. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

STAFF REPORTS:

Keefer reported that the Staff has scheduled a meeting with Karen Conrad to further discuss assistance that she could provide on rate analysis and auditing for our utility system. Keefer added that he would keep the Board updated on any discussions.

Keefer updated that the Board on one of ODOT's 8-year planned widening project that will consist of making improvements to North Highway 59 between Sailboat Bridge and I-44. In FY 2020, the acquisition of right-of-way and the relocation of utilities are scheduled to take place similar to what has transpired along Highway 59 South of Grove with construction to take place in FY 2023. Kock expressed concerns with the gas transmission line relocation cost plus the water & sewer line. Keefer reported that the Staff gave the Cherokee Nation the opportunity to entertain this project at the time of the casino construction but elected to take no change of action.

Keefer then noted that representatives from Incode and Zenner came down to meet with the utility staff to review and discuss their software programs and how they interact. Administrative Clerk, Jen Harmon addressed the Board to update them on the results of that meeting.

Harmon then addressed the Board to report that on Monday, October 16th she attended the Rural Water District #9 meeting, and at that meeting they approved a letter to merge with GMSA and transfer all of its assets including, but not limited to:

- accounts receivable, specific goods and personal property
- piping, fixtures, equipment, and goods used to operate the District's water delivery system
- the right to serve all existing customers of the District and to collect the revenue generated by the sale of water after the Agreement effective date and to expand to new and different customers within said territory, and
- the cash reserve held by the District, after payment of all expenses, including legal and accounting fees incurred in the merger and dissolution process, under the conditions set forth in a Resolution, which was approved by the Board by a separate action item.

Harmon added that their next meeting will be Monday, November 6th at which time they will be conducting an election from the RWD #9 members voting in favor or not in favor of the merger & dissolution.

Bower updated the Board on the following ongoing projects:

- Gas line completion on Leisure
- Routine maintenance and continual water leaks
- New services lines and continual repair
- Broken gas line from Southern Star around the Welch, OK area, and

Utility Superintendent, Derrick Douthit updated the Board on the AMR by saying that they are currently receiving up 86% of the readings.

At 5:00 PM Kock made the motion to adjourn. Seconded by Nielsen. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.